

Status of Adopted Counselor Rules

May 25, 2005

On May 23, 2005 the Board of Counseling Professionals Licensure repealed and replaced Chapters 1 – 6 of the board's rules. The new rules appear below.

The new rules are not yet in effect. They are currently awaiting approval for form and legality by the Attorney General's office. Once the rules have been approved by the Attorney General, they will be filed with the Secretary of State. The rules will become effective 5 days after the date they are filed with the Secretary of State.

Board of Counseling Professionals Licensure

Rule Chapters 1–6

May 23, 2005

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02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**514 BOARD OF COUNSELING PROFESSIONALS LICENSURE****CHAPTER 1 – DEFINITIONS**

Summary: This chapter defines terms used in the board's rules.

1. Definitions

As used in the rules of the Board of Counseling Professionals Licensure, unless the context otherwise indicates, the following terms have the following meanings:

1. AAPC. "AAPC" means American Association of Pastoral Counselors.
2. ACPE. "ACPE" means Association for Clinical Pastoral Education.
3. Board. "Board" means the Board of Counseling Professionals Licensure.
4. AMFTRB. "AMFTRB" means Association of Marital and Family Therapy Regulatory Boards.
5. CACREP. "CACREP" means Council for Accreditation of Counseling and Related Educational Programs.
6. Clinical counseling experience. "Clinical counseling experience" means the diagnosis and treatment of mental health disorders through the application of procedures of counseling on a full- or part-time basis in an appropriate professional environment including, but not limited to a hospital, mental health center, counselor education program, university counseling center or private practice of professional counseling. Clinical counseling experience also includes supervision of counseling and related learning and professional activities.
7. COAMFTE. "COAMFTE" means Commission on Accreditation for Marriage and Family Therapy Education.
8. Contact clock hours. "Contact clock hours" means the number of actual hours spent in direct participation between learner and instructor, supervisor or facilitator. Time devoted to preparation for activities, independent study, assignments and socializing is not included. For academic class work, one 50 minute class meeting three times per week or one 2½ hour class meeting once per week for 15 weeks equals 45 contact clock hours. Courses taken as audit require instructor's verification of satisfactory attendance and participation.
9. Continuing education. "Continuing education" means a planned learning experience designed to promote the development, knowledge, skills and attitudes for the enhancement of counseling, thus improving care provided to the public.

10. Continuing education unit. “Continuing education unit” (CEU) means 10 contact clock hours of participation in an organized continuing education experience.

11. CORE. “CORE” means Council on Rehabilitation Education.

12. Counseling experience. “Counseling experience” means the application of procedures of counseling on a full- or part-time basis in an appropriate professional environment including, but not limited to a hospital, school, mental health center, counselor education program, university counseling center or private practice of professional counseling. Counseling experience also includes supervision of counseling and related learning and professional activities.

13. Direct clinical contact hours. “Direct clinical contact hours” means the specific amount of time spent in a clinical counseling capacity with clients doing individual, group, family or couples counseling.

14. Documented proof. “Documented proof” of an academic degree means an official college or university transcript documenting all coursework and training received by the applicant from the institution. If the transcript does not indicate the number of contact hours and hours of face-to-face supervision in an internship program, the institution must provide a letter documenting the number of hours earned by the applicant.

15. Good moral character. “Good moral character” means a high degree of personal and professional integrity as recognized by members of the profession and by members of the community.

16. Individual supervision. “Individual supervision” means supervision in which the approved supervisor is physically present with the supervisee on a one-to-one basis and either discussing or observing the supervisee’s practice.

17. NBCC. “NBCC” means National Board for Certified Counselors.

18. Quarter-hour equivalent. “Quarter-hour equivalent” means $\frac{2}{3}$ of a semester hour.

19. Regionally accredited. “Regionally accredited” means that the educational institution is accredited by a regional institutional accrediting agency recognized by the U.S. Department of Education.

20. Relevant professional and continuing education experience. “Relevant professional and continuing education experience” means a professional program, seminar, workshop or formal graduate course work in a nationally or regionally accredited institution consisting of at least one contact clock hour which provides specific knowledge, skills and abilities in the professional field of counseling. These may be offered at a professional convention, conference, workshop or as an independent program for a fee or free.

21. Sexual activity. “Sexual activity” means to engage, attempt to engage, or offer to engage a client in sexual behavior, whether the client consents to such behavior or not, including kissing, sexual penetration, or the touching by either the counselor or the client of the other’s breasts or genitals. Sexual activity also includes engaging a client in verbal or physical behavior which is sexually arousing or demeaning.

22. Supervision. “Supervision” means a continuous process performed by a supervisor who monitors the professional practices of a conditional licensee through regular, documented, face-to-face consultation and instruction for the purpose of evaluating and enhancing the function of the supervisee and monitoring the quality of professional services offered to clients.

23. Supervisor. “Supervisor” is a person not related to, living with, or having a personal relationship with a conditional licensee and who is also:

A. A licensed clinical professional counselor, licensed marriage and family therapist, licensed pastoral counselor, licensed master social worker conditional (clinical), licensed clinical social worker, certified social-worker-independent practice, licensed psychologist or licensed psychiatrist not under suspension or probation who is approved to provide supervision to the conditional licensee through meeting one of the following additional criteria:

(1) Licensed practice for a minimum period of five years, including not more than two years of practice as an entry-level conditional licensee.

(2) Certification by a national professional organization in training and/or supervision; or

[NOTE: For example, certification as an approved clinical supervisor by NBCC.]

(3) 30 contact clock hours of training in supervision; or

B. A licensed professional counselor not under suspension or probation who is approved to provide supervision to a licensed professional counselor – conditional through meeting one of the additional criteria set forth in Section 1(23)(A) of this chapter.

STATUTORY AUTHORITY: 32 MRSA §§13853(2), 13853(11), 13858(8), 13861(1)(I), 13864

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**514 BOARD OF COUNSELING PROFESSIONALS LICENSURE****CHAPTER 2 – LICENSED PROFESSIONAL COUNSELORS**

Summary: This chapter sets forth the educational qualifications, examination requirement and supervision hours necessary for licensure as a professional counselor.

1. Education**1. Qualifying Degree**

The applicant shall provide documented proof of a master's degree or a doctoral degree from a regionally accredited institution that consists of a minimum of 48 semester hours or quarter-hour equivalent and meets the criteria of paragraph A, B, C or D below:

- A. A counseling degree from a program that was accredited by CACREP at the time the degree was awarded (subject to the 48 semester hour minimum);
- B. A degree in rehabilitation counseling from a program that was accredited by CORE at the time the degree was awarded (subject to the 48 semester hour minimum);
- C. A counseling degree that consisted of a minimum of 48 semester hours or quarter-hour equivalent as an organized sequence of study that includes curricular experiences and demonstrated knowledge that substantially satisfies each of the 10 core areas of study described in subparagraphs (1) through (10) below.

[NOTE: Nontraditional or specialized counseling programs such as art therapy and dance movement therapy must also satisfy the 10 core areas of study.]

Except for internship, full core area credit will be recognized for a three semester hour course in the designated area. Except for practicum and internship, partial core area credit will be recognized for a course that contains components or significant aspects of a core area, and core area requirements other than practicum and internship may be satisfied by academic work completed in one or more separate courses. In determining whether a course pertains to a core area, the board will consider the content of the course as set forth in course descriptions, catalogs, syllabi, lesson plans, assignment lists, reading lists, or other contemporaneous documents; completed coursework produced by the applicant; any reliable information furnished by the applicant, the instructor who taught the

course, a member of the academic department which offered the course, or a senior administrative official of the institution; and the title of the course. No one course will be recognized as satisfying more than one area of study.

In evaluating the applicant's academic credentials, the board shall consider the unavailability of the foregoing materials due to passage of time. In the event of a denial hearing, the board shall give due regard to the credibility of the applicant in evaluating any testimony of the applicant relating to course content, provided that the applicant has first demonstrated to the board a good faith effort to obtain the documentation described in the preceding paragraph.

- (1) Human Growth and Development. Studies that provide an understanding of the nature and needs of individuals at different developmental levels throughout the life span.
- (2) Social and Cultural Foundations. Studies that provide an understanding of societal changes and trends, human roles, social mores and interaction patterns, and differing life styles.
- (3) Helping Relationships. Studies that provide an understanding of philosophic bases of helping processes, counseling theories and their applications, basic and advanced counseling skills, consultation theories and skills, self-understanding and self-development, and facilitation of client or consultee change.
- (4) Groups. Studies that provide an understanding of group development, dynamics, group counseling theories, group leadership styles, and group counseling methods and skills.
- (5) Lifestyle and Career Development. Studies that provide an understanding of career development theories, occupational and educational information services, career counseling, and career decision-making.
- (6) Measurement. Studies that provide an understanding of group and individual educational and psychometric theories and approaches to measurement, data and information-gathering methods, validity, reliability, psychometric statistics, factors influencing measurements, and use of measurement results in the helping process.
- (7) Research and Evaluation. Studies that provide an understanding of the types of research, basic statistics, research report development, research implementation, program evaluation,

needs assessment, and ethical and legal considerations associated with research and evaluation.

(8) Professional Orientation. Studies that provide an understanding of professional roles and functions, professional organizations and associations, history and trends within the profession, ethical and legal standards, and professional preparation standards and professional credentialing.

(9) Practicum. A course of instruction that provides practical experience in counseling for the purpose of developing individual and group counseling skills. These studies include some counseling activities that a regularly employed licensed professional counselor would be expected to perform.

(10) Internship. A supervised counseling experience of at least 600 clock hours. The internship provides an opportunity for the student to perform all the activities that a regularly employed licensed professional counselor would be expected to perform.

Alternative Experience. In lieu of the practicum and internship described in subparagraphs (9) and (10) above, an applicant may provide documentation of 700 hours of supervised counseling experience. At least 280 hours must consist of direct client contact hours. Documentation must include supervisor affidavits and a copy of the applicant's final evaluation.

D. A psychology degree from a program that at the time the degree was awarded was accredited by the American Psychological Association or Canadian Psychological Association in clinical psychology or counseling psychology at the doctoral level:

2. Nonconforming Counseling Degree

Until January 1, 2009, an applicant without a qualifying degree as described in Section 1(1) of this chapter may meet the educational requirement for licensure by providing documented proof of:

A. A master's degree in counseling from a regionally accredited institution that was awarded on the basis of at least 36 but less than 48 semester hours of study; and

B. Supplemental graduate level coursework in a counseling program at a regionally accredited institution sufficient in amount to equal or exceed 48 semester hours overall. The supplemental coursework must relate to areas of study set forth in Section 1(1)(C) of this chapter and must represent, to the greatest extent practicable, subject matter not included or not strongly represented in the applicant's previous academic preparation.

An application for licensure under this subsection must include a certification from the institution where the applicant completed the supplemental graduate level coursework stating that the supplemental coursework, on the basis of the academic transcripts and other information furnished by the applicant, represents to the greatest extent practicable subject matter not included or not strongly represented in the applicant's previous academic preparation.

[NOTE: The board strongly recommends that prospective applicants discuss the certification requirement with their academic advisor *before* taking the supplemental graduate level coursework described above.]

After January 1, 2009, an applicant applying under Section 1(1)(C) of this chapter who completed 48 semester hours or quarter-hour equivalent, but whose curricular experiences and demonstrated knowledge do not substantially satisfy the required areas of study, may meet the educational requirement for licensure by completing such supplemental graduate level coursework as the board deems necessary to satisfy the deficiencies found.

3. *Sunset for Licensure Via Nonconforming Degree*

No applicant may apply for licensure on the basis of a nonconforming degree pursuant to Section 1(2)(A) and (B) of this chapter after January 1, 2009.

2. Examination

To qualify for conditional licensure, the applicant shall achieve a passing score on the National Counselor Examination administered by the NBCC. An applicant who fails to achieve a passing score may retake the examination at subsequent sittings without limitation.

3. Conditional Licensure

1. Application

The application shall include:

- A. Documented proof of completed education;
- B. Proof of a passing score on the National Counselor Examination;
- C. A plan for supervision by an approved supervisor . The plan must meet the requirements of Section 3(2) of this chapter and shall be submitted on a form supplied by the board;

- D. A proposed disclosure statement that meets the requirements of Chapter 8, Section 1;
- E. The fee prescribed by Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;"
- F. Three letters of reference on a form provided by the board to be completed by professionals in the counseling field. The letters must be dated within one year prior to the date of the application;
- G. License verifications from all jurisdictions in which the applicant was ever licensed as a mental health professional; and
- H. Such other information as the board may require.

2. Supervision and Experience

The conditional licensee shall complete 2000 hours of supervised counseling experience as a conditional licensee over a period of not less than 2 years following attainment of the qualifying degree. Supervision shall be continuous throughout this period. The 2000 hours shall include a minimum of 1000 hours of direct counseling with individuals, couples families or groups, and a minimum of 67 hours of supervision with the approved supervisor designated by the licensee. Of the minimum 67 hours of supervision, at least 34 hours shall consist of individual supervision.

3. Administrative Responsibilities and Practice Limitations

- A. Both the conditional licensee and the supervisor shall maintain ongoing records of supervision and shall produce the records for inspection and copying upon request of the board.
- B. A conditional licensee may not change supervisors prior to receipt of approval from the board. The request must explain the reason for the proposed change and must be accompanied by the termination/evaluation report described in Section 3(3)(C) of this chapter and a substitute supervision plan submitted on a form supplied by the board.
- C. The supervisor shall submit a termination/evaluation report to the board:
 - (1) Upon a change of supervisor;
 - (2) Upon termination of the supervisory relationship prior to completion of the supervision and experience set forth in Section 3(2) of this chapter; and
 - (3) Upon completion of the supervision and experience set forth in Section 3(2) of this chapter.

D. A conditional licensee may not practice except under supervision as set forth in this section. A conditional licensee shall use the designation “conditional” in all documentation, correspondence and informational materials.

4. License Term

The conditional license is issued for a 2-year period. The license may be renewed for up to two additional 2-year periods as necessary for the licensee to complete the supervised experience required by Section 3(2) of this chapter. The license will not be further renewed unless the licensee demonstrates to the satisfaction of the board that extenuating circumstances of genuine hardship prevented the licensee from completing the supervised experience within the 6-year period described in this subsection.

4. Full Licensure

A conditional licensee may apply to the board for full licensure as a licensed professional counselor upon completion of the supervised experience required by Section 3(2) of this chapter or substantially similar supervised experience. The applicant shall submit:

1. Proof of successful completion of supervised experience on a form supplied by the board;
2. Certification of completion of 55 hours of continuing professional education during the term of the conditional license in accordance with Chapter 8, Section 4 of the board’s rules;
3. The applicant’s proposed disclosure statement, as described in Chapter 8, Section 1 of the board’s rules;
4. The fee prescribed in Chapter 10 of the rules of the Office of Licensing and Registration, entitled “Establishment of License Fees;” and
5. Such other information as the board may require.

[NOTE: To avoid a gap in licensure, the board encourages conditional licensees to promptly apply for full licensure upon completion of their supervised experience.]

STATUTORY AUTHORITY: 32 MRSA §§13853(2), 13853(11), 13858(8), 13861(1)(I), 13864

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**514 BOARD OF COUNSELING PROFESSIONALS LICENSURE****CHAPTER 3 – LICENSED CLINICAL PROFESSIONAL COUNSELORS**

Summary: This chapter sets forth the educational qualifications, examination requirement and supervision hours necessary for licensure as a clinical professional counselor.

1. Education**1. Qualifying Degree**

The applicant shall provide documented proof of a master's degree or a doctoral degree from a regionally accredited institution that consists of a minimum of 60 graduate semester hours or quarter-hour equivalent and meets the criteria of paragraph A, B or C below:

A. A counseling degree from a program that was accredited by CACREP as a mental health counseling program at the time the degree was awarded (subject to the 60 semester hour minimum).

B. A counseling degree from a program that consisted of a minimum of 60 semester hours or quarter-hour equivalent as an organized sequence of study that includes curricular experiences and demonstrated knowledge that substantially satisfies each of the 10 core areas of study described in subparagraphs (1) through (10) below and two additional areas of study chosen from those described in subparagraphs (11) through (18) below.

[NOTE: Nontraditional or specialized counseling programs such as art therapy and dance movement therapy must also satisfy the 10 core areas and two additional areas of study.]

Except for internship, full area credit will be recognized for a three semester hour course in the designated area or the number of semester hours specified, as the case may be. Except for practicum and internship, partial area credit will be recognized for a course that contains components or significant aspects of an area, and area requirements other than practicum and internship may be satisfied by academic work completed in one or more separate courses. In determining whether a course pertains to an area, the board will consider the content of the course as set forth in course descriptions, catalogs, syllabi, lesson plans, assignment lists, reading lists, or other contemporaneous documents; completed coursework produced by the applicant; any reliable information furnished by the applicant, the instructor who taught the course, a member of the academic department which offered the course, or a senior

administrative official of the institution; and the title of the course. No one course will be recognized as satisfying more than one area of study.

In evaluating the applicant's academic credentials, the board shall consider the unavailability of the foregoing materials due to passage of time. In the event of a denial hearing, the board shall give due regard to the credibility of the applicant in evaluating any testimony of the applicant relating to course content, provided that the applicant has first demonstrated to the board a good faith effort to obtain the documentation described in the preceding paragraph.

- (1) Human Growth and Development. Studies that provide an understanding of the nature and needs of individuals at different developmental levels throughout the life span.
- (2) Helping Relationships. Studies that provide an understanding of philosophic bases of helping processes, counseling theories and their applications, basic and advanced counseling skills, consultation theories and skills, self-understanding and self-development, and facilitation of client or consultee change.
- (3) Groups. Studies that provide an understanding of group development, dynamics, group counseling theories, group leadership styles, and group counseling methods and skills.
- (4) Measurement. Studies that provide an understanding of group and individual educational and psychometric theories and approaches to measurement, data and information-gathering methods, validity, reliability, psychometric statistics, factors influencing measurements, and use of measurement results in the helping process.
- (5) Research and Evaluation. Studies that provide an understanding of the types of research, basic statistics, research report development, research implementation, program evaluation, needs assessment, and ethical and legal considerations associated with research and evaluation.
- (6) Diagnosis and Treatment. Studies that provide an understanding of psychopathology, the diagnosis and statistical manual and its use in counseling, psychopathology, the development of treatment plans and the use of related services, and the role of assessment, intake interviews, and reports.
- (7) Professional Orientation. Studies that provide an understanding of professional roles and functions, professional organizations and associations, history and trends within the profession, ethical and

legal standards, and professional preparation standards and professional credentialing.

(8) Social and Cultural Foundations. Studies that provide an understanding of the development of multicultural awareness, cultural foundations of human growth and development, and cultural values and traditions covering the life span.

(9) Practicum. A course of clinical instruction that provides practical experience in counseling for the purpose of developing individual and group counseling skills. These experiences allow students to perform, on a limited basis, some of the counseling activities that a regularly employed licensed clinical professional counselor would be expected to perform.

(10) Internship. A full academic year of supervised clinical counseling experience consisting of at least 900 clock hours, including a minimum of 360 clock hours of direct client contact. The internship provides an opportunity for the student to perform all the activities that a regularly employed licensed clinical professional counselor would be expected to perform.

Alternative Experience. In lieu of subparagraphs (9) and (10) above, an applicant may provide documentation of 1,000 hours of supervised clinical counseling. At least 400 hours must consist of direct clinical contact hours. Documentation must include supervisor affidavits and a copy of the applicant's final evaluation.

Additional course work must include at least nine semester hours of study in the following:

(11) Lifestyle and Career Development. Studies that provide an understanding of career development theories, occupational and educational information services, career counseling, and career decision-making.

(12) Marriage and Family Counseling. Up to six semester hours of study that provide an understanding of the structure and dynamics of the family, and methods of marital and family intervention and counseling.

(13) Human Sexuality for Counselors. Studies that provide an understanding of human sexual function and dysfunction, the relationship between sexuality, self-esteem, sex roles and life styles over the life cycle, and counseling treatment approaches and techniques.

- (14) Supervision. Studies that provide an understanding of approaches and conceptual models, individual and group supervision, clinical evaluation, and ethical and legal considerations.
- (15) Consultation. Studies that provide an understanding of consultation skills, evaluation of organizational structure and individual client management, and theoretical orientation.
- (16) Crisis Intervention. Studies that provide an understanding of the theory and practice of crisis intervention, short-term crisis counseling strategies, and the responsibilities of all those involved in the intervention.
- (17) Addictive Disorders. Up to six semester hours of study that provide an understanding of the stages, processes, and effects of addictions, social and psychological dynamics of chemical dependency, and the professional's role in prevention, intervention, and aftercare.
- (18) Treatment Modalities. Up to six semester hours of studies that provide an understanding of specific treatment approaches (for example, cognitive, client-centered, expressive therapy, feminist).

C. A psychology degree from a program that at the time the degree was awarded was accredited by the American Psychological Association or Canadian Psychological Association in clinical psychology or counseling psychology at the doctoral level.

2. Nonconforming Counseling Degree

Until January 1, 2009, an applicant without a qualifying degree as described in Section 1(1) of this chapter may meet the educational requirement for licensure by providing documented proof of:

A. A master's degree from a mental health counseling program at a regionally-accredited institution that was awarded on the basis of at least 48 semester hours of study;

OR

- B. (1) A master's degree from a mental health counseling program at a regionally accredited institution that was awarded on the basis of at least 36 but less than 48 semester hours of study; and
- (2) Supplemental graduate level coursework in a mental health counseling program at a regionally accredited institution sufficient in amount to equal or exceed 48 semester hours overall.

From January 1, 2009 until January 1, 2011, an applicant without a qualifying degree as described in Section 1(1) of this chapter may meet the educational requirement for licensure by providing documented proof of:

- C. A master's degree from a mental health counseling program at a regionally accredited institution that was awarded on the basis of at least 36 but less than 60 semester hours of study; and
- D. Supplemental graduate level coursework in a mental health counseling program at a regionally accredited institution sufficient in amount to equal or exceed 60 semester hours overall.

The supplemental graduate level coursework must relate to areas of study set forth in Section 1(1)(B) of this chapter and must represent, to the greatest extent practicable, subject matter not included or not strongly represented in the applicant's previous academic preparation.

An application for licensure under this subsection must include a certification from the institution where the applicant completed the supplemental graduate level coursework stating that the supplemental coursework, on the basis of the academic transcripts and other information furnished by the applicant, represents to the greatest extent practicable subject matter not included or not strongly represented in the applicant's previous academic preparation.

[NOTE: The board strongly recommends that prospective applicants discuss the certification requirement with their academic advisor *before* taking the supplemental graduate level coursework described above.]

After January 1, 2011, an applicant applying under Section 1(1)(B) of this chapter who completed 60 semester hours or quarter-hour equivalent, but whose curricular experiences and demonstrated knowledge do not substantially satisfy the required areas of study, may meet the educational requirement for licensure by completing such supplemental graduate level coursework as the board deems necessary to satisfy the deficiencies found.

3. *Sunset for Licensure Via Nonconforming Degree*

No applicant may apply for licensure on the basis of a nonconforming degree pursuant to Section 1(2)(A) and (B) of this chapter after January 1, 2009. No applicant may apply for licensure on the basis of a nonconforming degree pursuant to Section 1(2)(C) and (D) of this chapter after January 1, 2011.

2. Examinations

1. Nonclinical

To qualify for conditional licensure, the applicant shall achieve a passing score on the National Counselor Examination administered by the NBCC. An applicant who fails to achieve a passing score may retake the examination at subsequent sittings without limitation.

2. Clinical

[EFFECTIVE WITH RESPECT TO APPLICATIONS FOR FULL LICENSURE RECEIVED AFTER JANUARY 1, 2008]

To qualify for full licensure, the applicant shall achieve a passing score on the National Clinical Mental Health Counseling Examination administered by the NBCC. An applicant who fails to achieve a passing score may retake the examination at subsequent sittings without limitation.

3. Conditional Licensure

1. Application

The application shall include:

- A. Documented proof of completed education;
- B. Proof of a passing score on the National Counselor Examination;
- C. A plan for supervision by an approved supervisor. The plan must meet the requirements of Section 3(2) of this chapter and shall be submitted on a form supplied by the board;
- D. A proposed disclosure statement that meets the requirements of Chapter 8, Section 1;
- E. The fee prescribed by Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;"
- F. Three letters of reference on a form provided by the board to be completed by professionals in the counseling field. The letters must be dated within one year prior to the date of the application;
- G. License verifications from all jurisdictions in which the applicant was ever licensed as a mental health professional; and
- H. Such other information as the board may require.

2. Supervision and Experience

The conditional licensee shall complete 3000 hours of supervised clinical counseling experience over a period of not less than 2 years as a conditional licensee following attainment of the qualifying degree. Supervision shall be continuous throughout this period. The 3000 hours shall include a minimum of 1500 direct clinical contact hours with individuals and groups, and a minimum of 100 hours of clinical supervision with the approved supervisor designated by the licensee. Of the minimum 100 hours of clinical supervision, at least 50 hours shall consist of individual supervision.

3. Administrative Responsibilities and Practice Limitations

- A. Both the conditional licensee and the supervisor shall maintain ongoing records of supervision and shall produce the records for inspection and copying upon request of the board.
- B. A conditional licensee may not change supervisors prior to receipt of approval from the board. The request must explain the reason for the proposed change and must be accompanied by the termination/evaluation report described in Section 3(3)(C) of this chapter and a substitute supervision plan submitted on a form supplied by the board.
- C. The supervisor shall submit a termination/evaluation report to the board:
 - (1) Upon a change of supervisor;
 - (2) Upon termination of the supervisory relationship prior to completion of the supervision and experience set forth in Section 3(2) of this chapter; and
 - (3) Upon completion of the supervision and experience set forth in Section 3(2) of this chapter.
- D. A conditional licensee may not practice except under supervision as set forth in this section. A conditional licensee shall use the designation “conditional” in all documentation, correspondence and informational materials.

4. License Term

The conditional license is issued for a 2-year period. The license may be renewed for up to two additional 2-year periods as necessary for the licensee to complete the supervised experience required by Section 3(2) of this chapter. The license will not be further renewed unless the licensee demonstrates to the satisfaction of the board that extenuating circumstances of genuine hardship prevented the licensee from completing the supervised experience within the 6-year period described in this subsection.

4. Full Licensure

A conditional licensee may apply to the board for full licensure as a licensed clinical professional counselor upon achieving a passing score on the National Clinical Mental Health Counseling Examination [see note below] and upon completion of the supervised experience required by Section 3(2) of this chapter or substantially similar supervised experience. The applicant shall submit:

1. [EFFECTIVE WITH RESPECT TO APPLICATIONS FOR FULL LICENSURE RECEIVED AFTER JANUARY 1, 2008] Proof of a passing score on the National Clinical Mental Health Counseling Examination;
2. Proof of successful completion of supervised experience on a form supplied by the board;
3. Certification of completion of 55 hours of continuing professional education during the term of the conditional license in accordance with Chapter 8, Section 4 of the board's rules;
4. The applicant's proposed disclosure statement, as described in Chapter 8, Section 1 of the board's rules;
5. The fee prescribed in Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;" and
6. Such other information as the board may require.

[NOTE: To avoid a gap in licensure, the board encourages conditional licensees to promptly apply for full licensure upon completion of their supervised experience.]

STATUTORY AUTHORITY: 32 MRSA §§13853(2), 13853(11), 13858(8), 13861(1)(I), 13864

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**514 BOARD OF COUNSELING PROFESSIONALS LICENSURE****CHAPTER 4 – LICENSED MARRIAGE AND FAMILY THERAPISTS**

Summary: This chapter sets forth the educational qualifications, examination requirement and supervision hours necessary for licensure as a marriage and family therapist.

1. Education**1. Qualifying Degree**

The applicant shall provide documented proof of a master's degree or a doctoral degree from a regionally accredited institution that consists of a minimum of 60 semester hours or quarter-hour equivalent and meets the criteria of paragraph A, B or C below:

A. A counseling degree from a program that was accredited by CACREP as a marital, couple, and family counseling/therapy program at the time the degree was awarded (subject to the 60 semester hour minimum).

B. A counseling degree from a marital, couple, and family counseling/therapy program that was accredited by COAMFTE at the time the degree was awarded at the doctoral level only, provided that the applicant can demonstrate completion of a clinical practicum as described in Section 1(1)(C)(7) of this chapter, and subject to the 60 semester hour minimum.

C. A counseling degree from a marital, couple and family counseling/therapy program that consisted of a minimum of 60 semester hours or quarter-hour equivalent as an organized sequence of study that includes curricular experiences and demonstrated knowledge that substantially satisfies each of the nine areas of study described in subparagraphs (1) through (9) below.

Except for internship, full area credit will be recognized for a three semester hour course in the designated area or the number or semester hours specified, as the case may be. Except for practicum and internship, partial area credit will be recognized for a course that contains components or significant aspects of an area, and area requirements other than practicum and internship may be satisfied by academic work completed in one or more separate courses. In determining whether a course pertains to an area, the board will consider the content of the course as set forth in course descriptions, catalogs, syllabi, lesson plans, assignment lists, reading lists, or other contemporaneous documents; completed coursework produced by the applicant; any reliable information

furnished by the applicant, the instructor who taught the course, a member of the academic department which offered the course, or a senior administrative official of the institution; and the title of the course. No one course will be recognized as satisfying more than one area of study.

In evaluating the applicant's academic credentials, the board shall consider the unavailability of the foregoing materials due to passage of time. In the event of a denial hearing, the board shall give due regard to the credibility of the applicant in evaluating any testimony of the applicant relating to course content, provided that the applicant has first demonstrated to the board a good faith effort to obtain the documentation described in the preceding paragraph.

(1) Marital and Family Studies. Nine semester hours or quarter-hour equivalent in theories of family development, general systems theory, theories of family functioning, the family life cycle, sociology of the family, families under stress, contemporary family forms, family subsystems, family of origin and external societal influences, family pathology such as addiction, child abuse and sexual abuse, and other related topics. Three of the nine semester hours must be in general systems theory.

(2) Marital and Family Therapy. Nine semester hours or quarter-hour equivalent in the study of major marital and family therapy treatment approaches and techniques to provide a substantive understanding of systems change. The course work may include strategic, structural, object relations, integrative, experiential, systems, neoanalytic, communications and behavioral treatment modalities.

(3) Human Development. Six semester hours or quarter-hour equivalent in the study of human development across the life cycle, personality theory and cognitive development.

(4) Human Sexuality. Studies that provide an understanding of human sexuality over the life cycle, sex roles, sexual function and dysfunction.

(5) Diagnosis and Treatment. Studies that provide an understanding of psychopathology, the diagnosis and statistical manual and its use in counseling, psychopathology, the development of treatment plans and the use of related services, and the role of assessment, intake interviews, and reports.

(6) Professional Orientation. Studies that provide an understanding of professional roles and functions, professional organizations and associations, history and trends within the profession, ethical and

legal standards, and professional preparation standards and professional credentialing.

(7) Research and Evaluation. Studies that provide an understanding of the types of research, basic statistics, research report development, research implementation, program evaluation, needs assessment, and ethical and legal considerations associated with research and evaluation..

(8) Practicum. A course of clinical instruction that provides practical experience in counseling for the purpose of developing marriage and family counseling skills. These experiences allow students to perform, on a limited basis, some counseling activities that a regularly employed licensed marriage and family therapist would be expected to perform.

(9) Internship. A full academic year of supervised marriage and family counseling experience consisting of at least 900 clock hours, including a minimum of 360 clock hours of direct client contact. The internship provides an opportunity for the student to perform all the activities that a regularly employed marriage and family therapist would be expected to perform.

Alternative Experience. In lieu of subparagraphs (8) and (9) above, an applicant may provide documentation of 1,000 hours of supervised marriage and family therapy counseling. At least 400 hours must consist of direct clinical contact hours. Documentation must include supervisor affidavits and a copy of the applicant's final evaluation.

2. Nonconforming Counseling Degree

Until January 1, 2009, an applicant without a qualifying degree as described in Section 1(1) of this chapter may meet the educational requirement for licensure by providing documented proof of:

A. A master's degree from a marital, couple, and family counseling/therapy program at a regionally accredited institution that was awarded on the basis of at least 48 semester hours of study;

OR

B. (1) A master's degree from a marital, couple, and family counseling/therapy program at a regionally accredited institution that was awarded on the basis of at least 36 but less than 48 semester hours of study; and

(2) Supplemental graduate level coursework in a marital, couple, and family counseling/therapy program or mental health

counseling program at a regionally accredited institution sufficient in amount to equal or exceed 48 semester hours overall.

From January 1, 2009 until January 1, 2011, an applicant without a qualifying degree as described in Section 1(1) of this chapter may meet the educational requirement for licensure by providing documented proof of:

C. A master's degree from a marital, couple, and family counseling/therapy program from a regionally accredited institution that was awarded on the basis of at least 36 but less than 60 semester hours of study; and

D. Supplemental graduate level coursework in a marital, couple, and family counseling/therapy program or mental health counseling program at a regionally accredited institution sufficient in amount to equal or exceed 60 semester hours overall.

The supplemental graduate level coursework must relate to areas of study set forth in Section 1(1)(C) of this chapter and must represent, to the greatest degree practicable, subject matter not included or not strongly represented in the applicant's previous academic preparation.

An application for licensure under this subsection must include a certification from the institution where the applicant completed the supplemental graduate level coursework stating that the supplemental coursework, on the basis of the academic transcripts and other information furnished by the applicant, represents to the greatest extent practicable subject matter not included or not strongly represented in the applicant's previous academic preparation.

[NOTE: The board strongly recommends that prospective applicants discuss the certification requirement with their academic advisor *before* taking the supplemental graduate level coursework described above.]

After January 1, 2011, an applicant applying under Section 1(1)(C) of this chapter who completed 60 semester hours or quarter-hour equivalent, but whose curricular experiences and demonstrated knowledge do not substantially satisfy the required areas of study, may meet the educational requirement for licensure by completing such supplemental graduate level coursework as the board deems necessary to satisfy the deficiencies found.

3. Sunset for Licensure Via Nonconforming Degree

No applicant may apply for licensure on the basis of a nonconforming degree pursuant to Section 1(2)(A) and (B) of this chapter after January 1, 2009. No applicant may apply for licensure on the basis of a nonconforming degree pursuant to Section 1(2)(C) and (D) of this chapter after January 1, 2011.

2. Examination

To qualify for conditional licensure, the applicant shall achieve a passing score on the Marital and Family Therapy Examination administered by the AMFTRB. An applicant who fails to achieve a passing score may retake the examination at subsequent sittings without limitation.

3. Conditional Licensure

1. Application

The application shall include:

- A. Documented proof of completed education;
- B. Proof of a passing score on the Marital and Family Therapy Examination;
- C. A plan for supervision by an approved supervisor . The plan must meet the requirement of Section 3(2) of this chapter and shall be submitted on a form supplied by the board;
- D. A proposed disclosure statement that meets the requirements of Chapter 8, Section 1;
- E. The fee prescribed by Chapter 10 of the rules of the Office of Licensing and Registration, entitled “Establishment of License Fees;”
- F. Three letters of reference on a form provided by the board to be completed by professionals in the counseling field. The letters must be dated within one year prior to the date of the application;
- G. License verifications from all jurisdictions in which the applicant was ever licensed as a mental health professional; and
- H. Such other information as the board may require.

2. Supervision and Experience

The conditional licensee shall complete 3000 hours of supervised clinical counseling experience in marriage and family counseling as a conditional licensee over a period of not less than 2 years following attainment of the qualifying degree. Supervision shall be continuous throughout this period. The 3000 hours shall include a minimum of 1000 hours of direct clinical contact hours with couples and families. The conditional licensee must receive a minimum of 200 hours of clinical supervision with the approved supervisor designated by the licensee. Of the minimum 200 hours of clinical supervision, at least 100 hours shall consist of individual supervision.

3. Administrative Responsibilities and Practice Limitations

- A. Both the conditional licensee and the supervisor shall maintain ongoing records of supervision and shall produce the records for inspection and copying upon request of the board.
- B. A conditional licensee may not change supervisors prior to receipt of approval from the board. The request must explain the reason for the proposed change and must be accompanied by the termination/evaluation report described in Section 3(3)(C) of this chapter and a substitute supervision plan submitted on a form supplied by the board.
- C. The supervisor shall submit a termination/evaluation report to the board:
 - (1) Upon a change of supervisor;
 - (2) Upon termination of the supervisory relationship prior to completion of the supervision and experience set forth in Section 3(2) of this chapter; and
 - (3) Upon completion of the supervision and experience set forth in Section 3(2) of this chapter.
- D. A conditional licensee may not practice except under supervision as set forth in this section. A conditional licensee shall use the designation “conditional” in all documentation, correspondence and informational materials.

4. License Term

The conditional license is issued for a 2-year period. The license may be renewed for up to two additional 2-year periods as necessary for the licensee to complete the supervised experience required by Section 3(2) of this chapter. The license will not be further renewed unless the licensee demonstrates to the satisfaction of the board that extenuating circumstances of genuine hardship prevented the licensee from completing the supervised experience within the 6-year period described in this subsection.

4. Full Licensure

A conditional licensee may apply to the board for full licensure as a licensed marriage and family therapist upon completion of the supervised experience required by Section 3(2) of this chapter or substantially similar supervised experience. The applicant shall submit:

1. Proof of successful completion of supervised experience on a form supplied by the board;

2. Certification of completion of 55 hours of continuing professional education during the term of the conditional license in accordance with Chapter 8, Section 4 of the board's rules;
3. The applicant's proposed disclosure statement, as described in Chapter 8, Section 1 of the board's rules;
4. The fee prescribed in Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;" and
5. Such other information as the board may require.

STATUTORY AUTHORITY: 32 MRSA §§13853(2), 13853(11), 13858(8), 13861(1)(I), 13864

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**514 BOARD OF COUNSELING PROFESSIONALS LICENSURE****CHAPTER 5 – LICENSED PASTORAL COUNSELORS**

Summary: This chapter sets forth the educational qualifications, examination requirement and supervision hours necessary for licensure as a pastoral counselor.

1. Call to Ministry

The call to ministry required for licensure by 32 MRSA §1358(3-A)(E) is shown by:

1. The applicant's membership in a denomination or local faith group that recognizes the applicant's status as a rabbi, priest, minister or religious advisor;
2. Evidence that he or she has been ordained or otherwise affirmed in accordance with the tenets of the applicant's denomination or faith group; and
3. A letter or certificate from an individual or group in authority within the denomination or faith group of which the applicant is a member endorsing the applicant's application for licensure as a pastoral counselor.

2. Education**1. Qualifying Degree**

The applicant shall provide documented proof of a master's degree or a doctoral degree from a regionally accredited institution that meets the core curriculum requirements of Section 2(2) of this chapter, and is a:

- Master of Divinity or Doctor of Divinity degree; or
- Master's or doctorate degree in pastoral counseling.

2. Core Curriculum Requirements

The degree program completed by the applicant pursuant to Section 2(1) of this chapter included a minimum of 20 semester hours or quarter-hour equivalent as an organized sequence of study that includes curricular experiences and demonstrated knowledge that substantially satisfies each of the areas of study described in paragraphs A through E below, plus the 400 hours of clinical pastoral education required by paragraph F.

Except for clinical pastoral education, full area credit will be recognized for a three semester hour course in the designated area. Except for clinical pastoral education, partial area credit will be recognized for a course that contains

components or significant aspects of an area, and area requirements other than clinical pastoral education may be satisfied by academic work completed in one or more separate courses. In determining whether a course pertains to an area, the board will consider the content of the course as set forth in course descriptions, catalogs, syllabi, lesson plans, assignment lists, reading lists, or other contemporaneous documents; completed coursework produced by the applicant; any reliable information furnished by the applicant, the instructor who taught the course, a member of the academic department which offered the course, or a senior administrative official of the institution; and the title of the course. No one course will be recognized as satisfying more than one area of study.

In evaluating the applicant's academic credentials, the board shall consider the unavailability of the foregoing materials due to passage of time. In the event of a denial hearing, the board shall give due regard to the credibility of the applicant in evaluating any testimony of the applicant relating to course content, provided that the applicant has first demonstrated to the board a good faith effort to obtain the documentation described in the preceding paragraph.

- A. Pastoral Theology and Psychology;
- B. Testing and Measurement, or Research Methods;
- C. Studies in at least two of the following areas:
 - (1) Basic Pastoral Care;
 - (2) Crisis Intervention;
 - (3) Cross-cultural Issues;
 - (4) Faith Development;
 - (5) Grief Counseling;
 - (6) Helping Relationships;
 - (7) History of Pastoral Care and Counseling;
 - (8) Hospital Ministry;
 - (9) Life Cycle Ritual;
 - (10) Psychology of Religion;
 - (11) Professional Orientation;
 - (12) Spiritual Direction;
 - (13) Human Growth and Development; and

(14) Theories of Counseling.

D. Studies in at least one of the following clinical areas:

- (1) Psychopathology;
- (2) Clinical/pastoral assessment; and
- (3) Diagnosis and Treatment.

E. Professional Ethics; and

F. Clinical Pastoral Education. One unit of 400 contact hours in clinical pastoral education in a program accredited by ACPE. This is a supervised internship in ministry to persons in crisis. Development of a pastoral identity and the integration of the person of the student chaplain into the ministry is a central goal. A typical program of clinical pastoral education would include ministry to individuals and their families, written reports of visits reviewed in individual and/or group supervision, group dynamics sessions, and didactic seminars. The ministry is in the context of teamwork with other professionals.

3. Nonconforming Curriculum

An applicant with a qualifying degree described in Section 2(1) of this chapter who completed a minimum of 20 semester hours or quarter-hour equivalent in counseling and human relations as part of the degree program that do not substantially satisfy the required areas of study described in Section 2(2) of this chapter may meet the educational requirement for licensure by completing such supplemental graduate level coursework as the board deems necessary to satisfy the deficiencies found.

3. Examinations

1. Nonclinical

To qualify for conditional licensure, the applicant shall achieve a passing score on the National Counselor Examination administered by the NBCC. An applicant who fails to achieve a passing score may retake the examination at subsequent sittings without limitation.

2. Clinical

[EFFECTIVE WITH RESPECT TO APPLICATIONS FOR FULL LICENSURE RECEIVED AFTER JANUARY 1, 2008]

To qualify for full licensure, the applicant shall achieve a passing score on the National Clinical Mental Health Counseling Examination administered by the

NBCC. An applicant who fails to achieve a passing score may retake the examination at subsequent sittings without limitation.

4. Conditional Licensure

1. Application

The application shall include:

- A. Documented proof of completed education;
- B. Proof of a passing score on the National Counselor Examination;
- C. A plan for supervision by an approved supervisor. The plan must meet the requirements of Section 4(2) of this chapter and shall be submitted on a form supplied by the board.
- D. A proposed disclosure statement that meets the requirement of Chapter 8, Section 1;
- E. The fee prescribed by Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;"
- F. Three letters of reference on a form provided by the board to be completed by professionals in the counseling field. The letters must be dated within one year prior to the date of the application;
- G. License verifications from all jurisdictions in which the applicant was ever licensed as a mental health professional; and
- H. Such other information as the board may require.

2. Supervision and Experience

The conditional licensee shall complete 3000 hours of supervised clinical counseling experience in pastoral counseling as a conditional licensee over a period of not less than 2 years following attainment of the qualifying degree. Supervision shall be continuous throughout this period. The 3000 hours shall include a minimum of 1000 direct clinical client contact hours of pastoral counseling. The conditional licensee must receive 200 hours of supervision, including at least $\frac{1}{3}$ of those hours (i.e., 67 hours) with an approved certified pastoral counseling supervisor. The 200 hours of supervision must be allocated in accordance with 32 MRSA §13858-A(3-A)(D).

[NOTE: Title 32 MRSA §13858-A(3-A)(D) requires "two hundred hours of supervision...at least 30 hours of which must be interdisciplinary, 30 hours of which must be individual supervision by one supervisor of no

more than 3 cases from intake to termination, and 70 hours of which must be individual supervision of multiple case material.”]

3. Administrative Responsibilities and Practice Limitations

- A. Both the conditional licensee and the supervisor shall maintain ongoing records of supervision and shall produce the records for inspection and copying upon request of the board.
- B. A conditional licensee may not change supervisors prior to receipt of approval from the board. The request must explain the reason for the proposed change and must be accompanied by the termination/evaluation report described in Section 4(3)(C) of this chapter and a substitute supervision plan submitted on a form supplied by the board.
- C. The supervisor shall submit a termination/evaluation report to the board:
 - (1) Upon a change of supervisor;
 - (2) Upon termination of the supervisory relationship prior to completion of the supervision and experience set forth in Section 4(2) of this chapter; and
 - (3) Upon completion of the supervision and experience set forth in Section 4(2) of this chapter.
- D. A conditional licensee may not practice except under supervision as set forth in this section. A conditional licensee shall use the designation “conditional” in all documentation, correspondence and informational materials.

4. License Term

The conditional license is issued for a 2-year period. The license may be renewed for up to two additional 2-year periods as necessary for the licensee to complete the supervised experience required by Section 4(2) of this chapter. The license will not be further renewed unless the licensee demonstrates to the satisfaction of the board that extenuating circumstances of genuine hardship prevented the licensee from completing the supervised experience within the 6-year period described in this subsection.

5. Full Licensure

A conditional licensee may apply to the board for full licensure as a licensed pastoral counselor upon achieving a passing score on the National Clinical Mental Health Counseling Examination [see note below] and upon completion of the supervised

experience required by Section 4(2) of this chapter or substantially similar supervised experience. The applicant shall submit:

1. [EFFECTIVE WITH RESPECT TO APPLICATIONS FOR FULL LICENSURE RECEIVED AFTER JANUARY 1, 2008] Proof of a passing score on the National Clinical Mental Health Counseling Examination;
2. Proof of successful completion of supervised experience on a form supplied by the board;
3. Certification of completion of 55 hours of continuing professional education during the term of the conditional license in accordance with Chapter 8, Section 4 of the board's rules;
4. The applicant's proposed disclosure statement, as described in Chapter 8, Section 1 of the board's rules
5. The fee prescribed in Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;" and
6. Such other information as the board may require.

[NOTE: To avoid a gap in licensure, the board encourages conditional licensees to promptly apply for full licensure upon completion of their supervised experience.]

STATUTORY AUTHORITY: 32 MRSA §§13853(2), 13853(11), 13858(8), 13861(1)(I), 13864

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**514 BOARD OF COUNSELING PROFESSIONALS LICENSURE****CHAPTER 6 – APPLICATIONS / APPLICANTS LICENSED IN ANOTHER JURISDICTION**

Summary: This chapter sets forth general requirements relating to applications for licensure, applicants trained in foreign countries, and applicants licensed in other jurisdictions.

1. Completion of Application Process

An applicant must complete the application process for a conditional license within a period of one year from the date the application is received by the board. An applicant must complete the application process for a full license within a period of one year from the date the applicant completes the supervised experience required by the board's rules. Applications that remain incomplete after the one year period described in this section will be discarded.

2. Applicants Trained In A Foreign Country

An applicant who received counselor education or training outside of the United States must submit his or her educational or training credentials for evaluation to an evaluating service approved by the board. The board will evaluate the educational or training credentials to determine whether the program is substantially similar to a program of professional counseling in the State of Maine as defined by standards contained in Chapters 2 – 5 of the board's rules. Any cost related to this evaluation is the responsibility of the applicant.

3. Applicants Licensed in Another Jurisdiction**1. Substantially Equivalent License**

An applicant licensed in another jurisdiction who seeks licensure in Maine pursuant to 32 MRSA §13857(2)(B) shall procure license verifications from all jurisdictions in which the applicant was ever licensed as a mental health professional. The applicant shall also submit the following materials to the board:

- A. A completed application form;
- B. The application fee prescribed in Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;"
- C. The applicant's current or proposed disclosure statement, as described in Chapter 8, Section 1 of the board's rules;

D. All counseling licenses under which the licensee actively practiced during the 5 consecutive years immediately preceding application to the board;

E. The counseling law and rules of all jurisdictions in which the licensee actively practiced during the 5 consecutive years immediately preceding application to the board; and

F. A summary in the nature of a resume describing the applicant's practice of counseling during the five consecutive years immediately preceding application for licensure to the board. The summary must contain sufficient contact information to enable verification by mail and telephone.

The board will review the materials submitted by the applicant to determine if the applicant has actively practiced with a substantially equivalent license for at least 5 consecutive years immediately preceding application to the board at the level of licensure applied for in this State.

2. Substantially Similar Qualifications

An applicant licensed in another jurisdiction who seeks licensure in Maine pursuant to 32 MRSA §13857(2)(C) shall procure license verifications from all jurisdictions in which the applicant was ever licensed as a mental health professional. The applicant shall also submit the following materials to the board:

A. A completed application form;

B. The application fee prescribed in Chapter 10 of the rules of the Office of Licensing and Registration, entitled "Establishment of License Fees;"

C. The applicant's current or proposed disclosure statement, as described in Chapter 8, Section 1 of the board's rules;

D. The applicant's current counseling license; and

E. The application materials required for licensure as a professional counselor, licensed professional counselor, licensed marriage and family therapist or licensed pastoral counselor by Chapters 2 – 5 of the board's rules, respectively, provided that the board in its discretion may accept copies of references and supervisor statements that were originally submitted to another jurisdiction. An applicant who received counselor education or training outside the United States must comply with Section 2 of this chapter.

The board will review the materials submitted by the applicant to determine if the applicant's qualifications are substantially similar to the requirements contained in 32 MRSA §13858 and the board's rules. For purposes of this subsection, an

applicant for licensure as a licensed clinical professional counselor or licensed pastoral counselor who has not taken the nonclinical examination required by Chapter 3, Section 2(1) or Chapter 5, Section 3(1), respectively, of the board's rules shall not for that reason alone be deemed to lack substantially similar qualifications.

STATUTORY AUTHORITY: 32 MRSA §§13853(2), 13853(11), 13858(8), 13861(1)(I), 13864

EFFECTIVE DATE: